

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 95
JUNE 5, 2013 – WORK SESSIONS**

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, June 5, 2013, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Kelly Emerson, Chair
Helen Price Johnson, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: Bill Oakes, Director, Dave Bonvouloir, Steve Marx

Others Present: Elaine Marlow, Budget Director, Keith Higman

Record @ 00:20

Add-on

Subject/Description: Ending the Declaration of Emergency

Attachment: none

Action Requested: Approval to move forward with resolution ending County Proclamation of Emergency relating to the collapse of a slope above Driftwood Way and the resulting destruction of the road.

Follow up: Okay with full Board to move resolution forward to Monday's agenda.

Subject/Description: Revised Six Year CIP

Attachment: none

Action Requested: Approval of resolution amending Island County Six-Year Capital Improvement Plan, 2013-2018.

Follow up: Okay with full Board to move resolution forward to Monday's agenda.

Public Works

Subject/Description: Clean Water Utility

Attachment: PowerPoint Presentation

Discussion: Bill Oakes and Keith Higman provided the Board with a presentation regarding the implementation of the Clean Water Utility, annual revenue generated and the use of that revenue.

Solid Waste

Subject/Description: Extension of NASWI Interlocal Agreement with NASWI Housing (Pacific Northwest Communities, LLC) for Handling of Moderate Risk Waste from Naval Air Station Resident

Attachment: Memo dated 5/16/13 from Dave Bonvouloir, to BOCC

Action Requested: Approval of renewal of Interlocal Agreement with NASWI Housing (Pacific NW Communities, LLC) for handling of moderate risk waste from Naval Air Station residents.

Follow Up: Okay with full Board to move forward to a Monday agenda.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 96
JUNE 5, 2013 – WORK SESSIONS**

Roads

Subject/Description: Purchase Delineators off State Contract

Attachment: Memorandum dated 5/23/13 from Devin Joslin, to BOCC

Action Requested: Approval to purchase Delineators for the County Road Safety Improvements Program off of WA State Contract #00609; Total Cost: \$32,475.00.

Follow Up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Call for Bids for Excavator

Attachment: Memorandum dated 5/21/13 from Matthew Nienhuis, to BOCC/General Provisions Specifications and Bid Proposal

Action Requested: Resolution approving Specifications and authorizing Call for Bids for 1 New 2013 Excavator/Trackhoe.

Follow Up: Okay with full Board to move resolution forward to a Monday agenda.

Subject/Description: Supplemental Agreement No. 2/Terry's Corner Phase 4

Attachment: Memorandum dated 5/22/13 from Joe Araucto, to BOCC

Action Requested: Approval of Supplemental Agreement #2 with Perteet, Inc., for Terry's Corner Phase 4; Maximum Amount Payable by \$26,324.82.

Follow Up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Revised 2013 ACP (Annual Construction Program); Revision No. 1

Attachment: Memorandum dated 5/23/13 from Joe Araucto to BOCC

Action Requested: Approval of revisions to the 2013 Annual Construction Program Revision 1. The changes reflect the current project cost and grant fund levels, and revision to drainage project locations.

Follow Up: Okay with full Board to move forward to a Monday agenda.

Public Works

Subject/Description: Change Order No. 2 – Island County Fairground/Pole Building; Commercial Kitchen Remodel

Attachment: Change Order No. 2

Action Requested: Approval of Change Order No. 2 to move plumbing for bathroom from outside to inside to meet code requirements; lower the height of the serving counter to accommodate the opening of the swing up counter; provide and install extra fireblocking around the top plate of the steel studded area to meet code requirements; and clean up electrical wires left in project area; Change Order Amount: \$3,509.23.

Follow Up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Contract Processing

Attachment:

Action Requested: Bill requested approval to by-pass Work Session and process 2013 miscellaneous asphalt overlay contracts at the Board's Monday meetings. Public Works is under a tight timeframe and the Board has previously reviewed the 2013 Annual Paving and Oiling Program.

Follow up: Okay with full Board to put on a Monday regular agenda.

Subject/Description: Henry Hollow Barn Demolition

Attachment: Memorandum dated 5/22/13 from Public Works to BOCC

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 97
JUNE 5, 2013 – WORK SESSIONS**

Action Requested: Approval to demo the barn on the Henry Hollow property to comply with the ALEA grant which does not allow for structures to remain on funded property. The grant will pay for half of the demolition.

Follow Up: Okay with full Board to move forward with demolition contract and salvage of the timber.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, June 5, 2013 at 10:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Kelly Emerson, Chair
Helen Price Johnson, Member - Excused
Jill Johnson, Member

Staff: Pam Dill

Staff Present: Bruce Rohm

Others Present: Elaine Marlow, Budget Director

Record @ 01:32:45

Subject/Description: Job Requisitions

Attachment:

Action Requested:

Human Services

- School-based Mental Health Counselor, Replacement, C-11 #047/13
Commissioner Johnson moved to approve Job Requisition 047/13. The motion was seconded by Commissioner Emerson and carried unanimously.
- Receptionist- Oak Harbor, Replacement, C-6 #051/13 – Tabled

Public Works

- Solid Waste Manager, Replacement, NR 15, #048/13
Commissioner Johnson moved to approve Job Requisition #048/13. The motion was seconded by Commissioner Emerson and carried unanimously.

Prosecuting Attorney

- Victim/Witness Coordinator, Replacement, C-8 #049/13
Commissioner Johnson moved to approve Job Requisition #049/13. The motion was seconded by Commissioner Emerson and carried unanimously.

Planning

- Planning Tech 1 – Camano Island, Replacement, C-7 #050/13
Commissioner Johnson moved to approve Job Requisition #050/13. The motion was seconded by Commissioner Emerson and carried unanimously.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 99
JUNE 5, 2013 – WORK SESSIONS**

Attachments: yes

Discussion: Commissioner Emerson proposed instituting a prayer at the beginning of the Board's Monday business meetings. Commissioner Price Johnson and Commissioner Johnson both expressed their concerns.

Follow up: Commissioner Emerson will research the issue further and may bring it back at a future date.

Subject/Description: Mosquito Control District vacancy

Attachments: yes

Action Requested: Request from Theresa Fletcher, Chair Island County Mosquito Board of Trustees, to appoint Terry Benham to fill the seat of Pat Campbell who resigned on May 23, 2013.

Follow up: Okay with full Board to move recommendation forward to Monday's agenda.

Subject/Description: Consider vacancies on the Water Resource Advisory Committee

Attachments: yes

Action Requested: The Board considered applicants for vacancies on the Water Resource Advisory Committee.

Follow up: Okay with full Board to move recommendation forward to Monday's agenda.

**Budget Director/GSA/IT
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, June 5, 2013, at 11:20 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Kelly Emerson, Chair
Helen Price Johnson, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: Elaine Marlow, Budget Director, Don Mason

Record @ 02:22:23

Subject/Description: Request for Approval to hear Property Tax Appeals

Attachments: Memorandum dated 5/30/13 from Elaine Marlow to BOCC

Action Requested: Island County Board of Equalization (BOE) is formally requesting approval of the Board of Island County Commissioners to convene BOE hearings after the regular 28 day regular session. The requirements for convening were satisfied because 327 were filed which exceeds the threshold under RCW 84.48.010.

Each year after the close of the appeal period, the BOE will submit a request to reconvene, whenever the number of petitions filed exceeds the statutory threshold. It is anticipated based upon last year's activity, a request to reconvene after the 2013 regular session will be submitted for BOCC approval in July or August.

Commissioner Emerson would like to bring the discussion of changing the revaluation appeal period in ICC 2.50.30 from 30 days to 60 days to an upcoming work session. Commissioner Price Johnson would like to have a presentation from staff about the Board of Equalization as a whole at an upcoming work session.

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 100
JUNE 5, 2013 – WORK SESSIONS

Follow-up: Okay with full Board to move approval of the 2012 cycle forward to Monday's agenda.

Subject/Description: Update on RCO grant for Henry Hollow property

Attachments: none

Information: Staff provided an update on the timetable for the grant and informed the Board that the deadline for closure is June 30, 2013.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Kelly Emerson, Chair

Helen Price Johnson, Member

Jill Johnson, Member

ATTEST:

Elaine Marlow, Clerk of the Board